

Glenn Labor-Management Partnership Meeting

May 1, 2000

Minutes

Attendees: Don Campbell, Joe Duckworth, James Davis, Bob Fails, Larry Kalb, George Madzsar, Angel Pagan, Lori Pietravoia, Jack Salzman, Denny Sender, Don Striebing, Bill Wessel, Hank Wroblewski

Presenter: Hugh F. Pierce Jr.

Minutes

The minutes from the March 15 meeting and the March 31 Special meeting were reviewed and approved, as written.

FAIR - Briefing from Hugh F. Pierce Jr.

The FAIR Act of 1998 requires all federal agencies to publish a list of commercial (not inherently governmental) activities currently being performed by civil servants. Mr. Pierce reported that the Center is in the process of identifying those activities now. He provided a copy of the definitions of terms that were included in the Office of Management and Budget guidance (attached).

He explained that the FAIR was developed by Headquarters in 1998. In 1999, the inventory was prepared at Glenn with little changes to the 1998 submission. Last year, we received a few challenges primarily in the areas of Facilities and Computer Services.

The 2000 inventory is also being prepared by a team consisting of 10 members, including union representatives. The team members are working with assigned organizations and managers to accomplish the 2000 FAIR inventory.

The FAIR 2000 inventory requires greater resolution of functions down to the Branch level, with justifications for the use of each commercial but exempt from competition category. There is also greater emphasis being placed on reporting consistency across the Agency.

The following issues were identified:

1. Function codes prescribed by OMB do not adequately describe the work at NASA -- they are primarily focused on DoD activities.
2. Need data on the type and amount of currently contracted functions to supplement NASA's 2000 commercial activities inventory. The plan is to use this information to supplement the report to OMB.
3. Contract management work being performed by our researchers and scientists is being reported as inherently governmental work.

Mr. Pierce reported that the final report is due on May 12, 2000. More than 25% of GRC organizations are inventoried and were submitted to Headquarters on April 28, 2000. Don Campbell asked that the DSMT be briefed on the inventory being submitted before it is finalized.

Bob Fails reported that the CFOs were working together to ensure that a consistent response is provided across the Agency for CFO activities. James Davis reported that Manufacturing is looking at the current functional statements to ensure that they are updated to be accurate in order to ensure that they are in the best position to respond to inquiries received as a result of the inventory being published.

Retreat Update

Lori Pietravoia reported that the team (Bob Everett, Larry Kalb, Denny Sender and Lori Pietravoia) met with Bill Spellacy of the FLRA to discuss the retreat and begin the planning process. She reported that Mr. Spellacy indicated that he felt it was important to have both union Presidents and the Center Director present at the retreat.

The following questions were posed: Is there a commitment on the part of the IFPTE President to participate in the Partnership/retreat? If the President is not able to participate, would she be willing to designate and empower the Executive Vice President (Sheila Bailey) or another designee to act for her and be given the authority to make commitments on behalf of the union at the Partnership and/or retreat? Angel Pagan agreed to discuss these issues with Virginia Cantwell and report back to the Partnership via e-mail. Goal date: May 4, 2000.

It was agreed that the goal to hold the retreat would be in September for ideally 2 1/2 days. Sawmill Creek was identified as the preferred site. It was agreed that the team of Lori Pietravoia, Angel Pagan (in Bob Everett's Absence), Denny Sender and Larry Kalb would continue to work with Mr. Spellacy to prepare the final agenda. The agenda should include strategic planning for the partnership, interest based bargaining training/overview and time to work an issue. It was also agreed that Mr. Spellacy should be invited to a Partnership meeting to discuss the retreat.

Partnership Issues for Retreat

James Davis stated a strategic issue that must be addressed: Is the Center committed to sustaining the technician workforce? If so, how will the Center re-populate? It was further emphasized by both Hank Wroblewski and James Davis that this issue gets into the future of the apprenticeship and co-ops and how we prepare technicians for the journeyman level. Bob Fails suggested that ensuring employees have the tools to progress to the journeyman level is a supervisory responsibility, not a Partnership issue. It was agreed and reported that the issue is currently being discussed at the UMC.

The issue of technicians was further discussed. James Davis reported that there has been little influx of technicians in the workforce in the recent past. Currently, 60% of the technician workforce is retirement eligible in 5 years. It will take 8 - 10 years to bring employees up to the level that is needed. This issue must be addressed now or will become a critical issue. Jack Salzman asked, What is the role of the WG compliment at the Center? James pointed out that you must consider all technicians (both WG and GS) because the level of work determines if the position is a WG or GS position. Bill Wessel suggested that the issue regarding technicians and how to supply them is a 7000 Directorate issue. Don Campbell stated that the question is what kind of technician do we need to hire. Jack stated that we need to define the role of the technician staff at the Center and what is the career path. Don Campbell indicated that the strategic needs of the Center are established by the Program. It is the 7000 Directorate's responsibility to meet the needs of the program. Bob Fails suggested that the 7000 Directorate, however, needs to address their strategic needs and make decisions before we can proceed with some of the issues raised.

It was agreed that Strategic Workforce Planning goes beyond just the technician issue. Skill mix and program needs must be taken into consideration. It was agreed that the one major issue that the Partnership should address at the retreat is Strategic workforce planning -- looking at the big picture. The recommendations from the Partnership will then be presented to the DSMT. This will provide the DSMT with a different perspective.

Denny Sender suggested that the Partnership develop an objective statement for the retreat regarding this issue. It was agreed that the objective statement would be:

The labor-management partnership will come to consensus/agreement on a list of recommendations relative to strategic workforce planning that will be presented to the DSMT for consideration.

In preparation for the retreat, the Partnership should be briefed or receive information on:

- Invite Jose Vega to present briefing on changing role of technician workforce that he presented to the CPB.
- Bob Fails to present the FTE planning process. Information on funding and FTE plans and skills including FTE associated with the programs should be provided.

Information Exchange

Don Campbell reported that he is trying to get a date in June to have Sam Venneri to visit Glenn. He also reported that the 02 Budget planning should be completed in June.

Lori Pietravoia reported that the memo that had been prepared for distribution to all employees concerning the Partnership is ready for distribution. Distribution options were discussed. It was decided that the bulletin should be held until the "Today @ Glenn" page has been established -- that would be the best way to distribute it.

Lori Pietravoia reminded all that at the last meeting Sheila Bailey requested an agenda item on revisiting the policy on computer use at the Center. It was agreed that Sasi Pillay and Bill Sikora should be invited to the meeting when the computer use policy was discussed. It was also agreed that it should be a meeting that Sheila would be able to attend.

Lori Pietravoia reported that OMB and Code F from Hqs. were at the Center on May 5 conducting a joint review. As part of that review, they met with new employees to get input on why they wanted to work for NASA and what would help to continue to attract and retain the best employees.

Hank Wroblewski reported that they are beta testing the Support Requirements System (SRS). He explained that it is a web-based task ordering system.

Bob Fails reported that the CFO conference was held at Glenn last week.

George Madzsar reported that Biology training will be presented on May 16 and 17. It is a 1 day course. All employees are encouraged to attend.

Approved Agenda Items

Retreat Agenda - Invite Bill Spellacy to attend
Computer Use Policy

Action Items

- 1.** Angel Pagan agreed to discuss with Virginia Cantwell if she will be attending the retreat and/or will appoint an individual empowered to make commitments on behalf of the union at the Partnership/retreat. He is to report back to the Partnership via e-mail.
- 2.** Retreat team to work with Bill Spellacy of the FLRA to establish agenda.
- 3.** Lori Pietravoia to identify potential dates in concert with Mr. Campbell's calendar for the retreat.
- 4.** Lori Pietravoia to work to make arrangements for the retreat to be held at Sawmill Creek.
- 5.** Lori Pietravoia to coordinate the posting of the memo on the Partnership with the Today @ Glenn team.